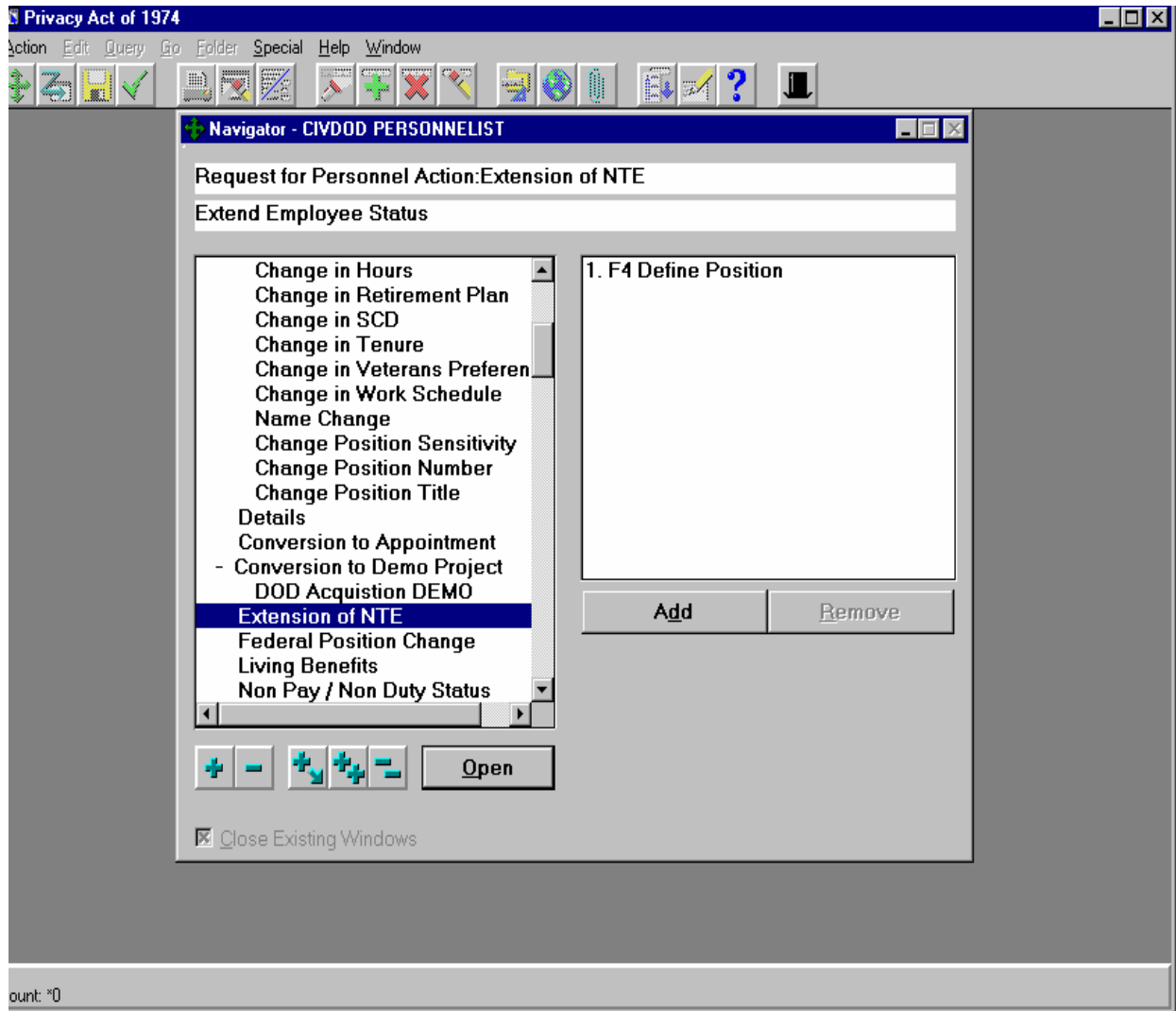


EXT OF TEMP APPT NTE

FROM THE NAVIGATION WINDOW SELECT EXTENSION OF NTE

IF THE NTE DATE FOR ORIGINAL POSITION HAS EXPIRED (PASS) DATE, YOU MUST FIRST GO TO CORRECTION AND CANCELLATION AND CANCEL THE 355 BEFORE DOING THE EXTENSION ACTION.



THE GENERATED RPA SCREEN

Privacy Act of 1974

Action Edit Query Go Folder Special Help Window

Request for Personnel Action (Extension of NTE, Routing Group: AIR_FORCE)

Change Family

Refresh

Status

< Prev

Page 1 of 4

Next >

PART A - Requesting Office

1 Actions Requested

2 Request Number

Extension of NTE

3 For Additional Information Call (Full Name)

Telephone Number

4 Prop. Eff. Date

ASAP

5 Action Requested By (Full Name)

Title

Request Date

6 Action Authorized By (Full Name)

Title

Concurrence Date

PART B - For Preparation of SF 50

1 Last Name

First Name

Middle Name

2 Social Security Number

3 Date of Birth

4 Effective Date

FIRST ACTION

5-A Code

5-B Nature of Action

5-C Code

5-D Legal Authority

5-E Code

5-F Legal Authority

SECOND ACTION

6-A Code

6-B Nature of Action

6-C Code

6-D Legal Authority

6-E Code

6-F Legal Authority

History

Extra Information

Person

Position

Others...

ount: *0

THE EFFECTIVE DATE MUST BE THE SAME DATE OF THE NTE DATE OF ORIGINAL APPT ACTION. INPUT THE APPROPRIATE NATURE OF ACTION AND THE SAME LEGAL AUTHORITY THAT WAS INPUT ON ORIGINAL ACTION.

Privacy Act of 1974

Action Edit Query Go Folder Special Help Window

Notifications Summary

Request for Personnel Action (Extension of NTE, Routing Group: AIR_FORCE)

Change Family Refresh Status INITIATED < Prev Page 1 of 4 Next >

PART A - Requesting Office

1 Actions Requested 2 Request Number

Extension of NTE 02FEBAF0000000000812

3 For Additional Information Call (Full Name) Telephone Number 4 Prop. Eff. Date ASAP

5 Action Requested By (Full Name) Title Request Date

6 Action Authorized By (Full Name) Title Concurrence Date

PART B - For Preparation of SF 50

1 Last Name First Name Middle Name

TOES TWINKLE E

2 Social Security Number 3 Date of Birth 4 Effective Date

123-45-6789 08-APR-1962 14-JUL-2001

FIRST ACTION

5-A Code 5-B Nature of Action

760 Ext of Appt NTE 17-FEB-2002

5-C Code 5-D Legal Authority

M6M Reg 316.402(b)(1)

5-E Code 5-F Legal Authority

SECOND ACTION

6-A Code 6-B Nature of Action

6-C Code 6-D Legal Authority

6-E Code 6-F Legal Authority

ount: *1 <List>

ADD APPROPRIATE REMARKS

Privacy Act of 1974

Action Edit Query Go Folder Special Help Window

Notifications Summary

Request for Personnel Action (Extension of NTE, Routing Group: AIR_FORCE)

Employee: **TOES, TWINKLE E.** SSN: **123-45-6789** Nature of Action: **Ext of Appt NTE 17-FE** < Prev Page 4 of 4 Next >

PART D - Remarks by Requesting Office
(Note to Supervisors: Do you know of additional or conflicting reasons for the employee's resignation/retirement?)
☐ Yes ☐ No

PART E - Employee Resignation/Retirement
Reasons for Resignation/Retirement

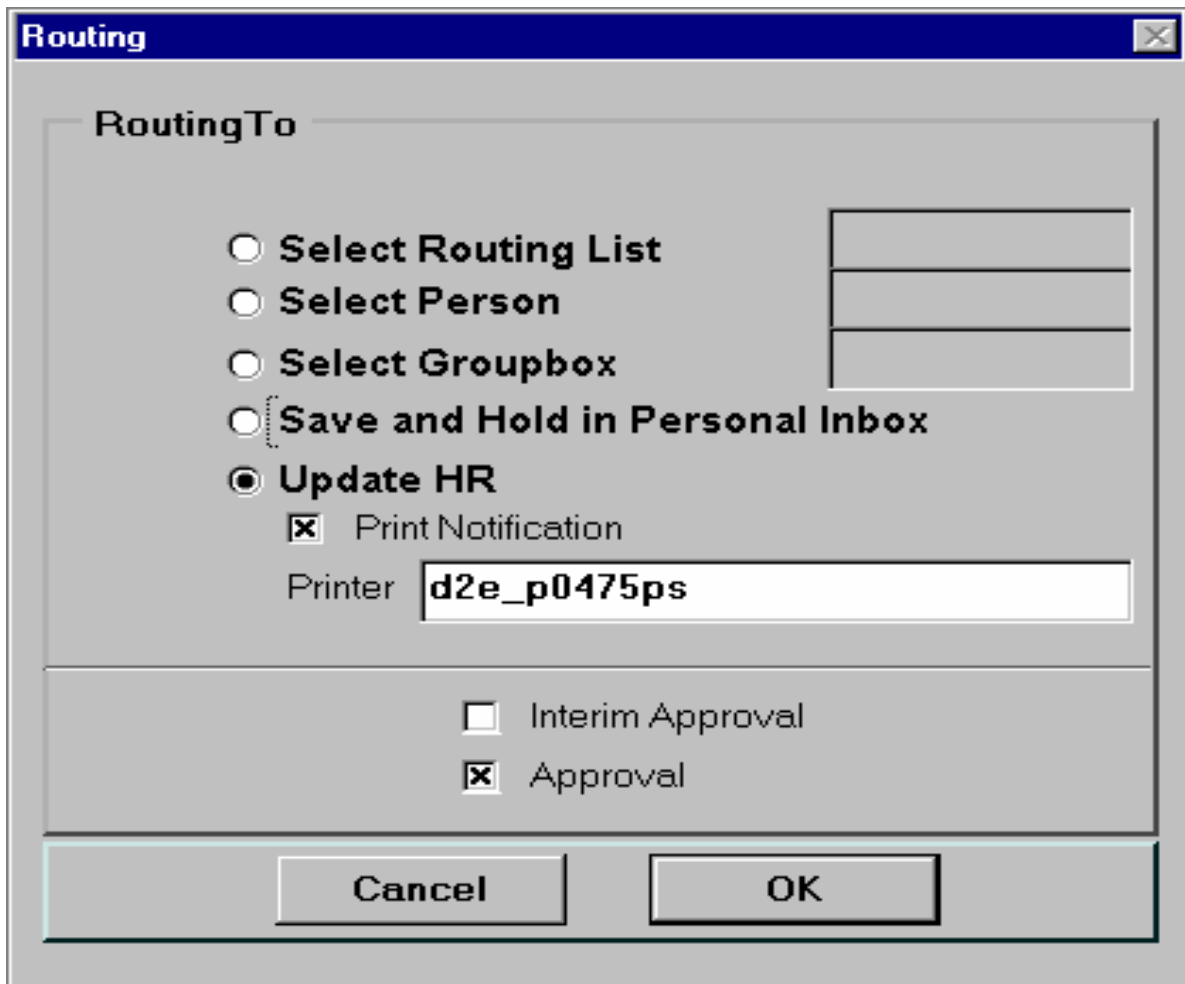
Forwarding Address City State
Zip Code Country

PART F - Remarks for SF 50

Code	Description	Required
ZZZ	RPA NUMBER 02FEBAF00000000000812.	<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

ount: *0 <List>

UPDATE HR, PLACE CURSOR IN THE UPSATE HR BOX, IT WILL GENERATE A X IN PRINT NOTIFICATION BOX. SLECT PRINTER AND WITH YOUR CURSOR, SELECT APPROVAL BOX.



The image shows a 'Routing' dialog box with a title bar containing a close button. The main area is titled 'RoutingTo' and contains a list of radio buttons: 'Select Routing List', 'Select Person', 'Select Groupbox', 'Save and Hold in Personal Inbox', and 'Update HR'. The 'Update HR' option is selected. To the right of these options are three empty rectangular input fields. Below the radio buttons, there is a checked checkbox for 'Print Notification' and a text field for 'Printer' containing the value 'd2e_p0475ps'. At the bottom of the dialog, there are two checkboxes: 'Interim Approval' (unchecked) and 'Approval' (checked). The dialog concludes with 'Cancel' and 'OK' buttons.

Routing

RoutingTo

☐ Select Routing List

☐ Select Person

☐ Select Groupbox

☐ Save and Hold in Personal Inbox

☒ **Update HR**

☒ Print Notification

Printer

☐ Interim Approval

☒ Approval

Cancel **OK**

THIS TRANSACTION COMPLETE MESSAGE WILL GENERATE WHEN THE ACTION UPDATES IN MODERN SYSTEM. IF THERE ARE ERRORS IT WILL LIST THE ERROR FOR YOU TO CORRECT.

THIS SHOWS THE ACTION HAS PROCESSED

